

# Refund Request Form – Boy Scout/Cub Scout Camp

The Middle Tennessee Council Camping Committee's refund policy reads: Individuals that cancel a reservation 10 days prior to attending Summer Camp will receive a refund of fees paid, less a \$30.00 cancellation charge. **No refunds will be made after the 10-day cancellation deadline.**

**NO REFUNDS WILL BE CONSIDERED UNLESS THIS FORM IS COMPLETED AND RECEIVED AT THE JET POTTER SCOUT SERVICE CENTER 10 DAYS BEFORE UNIT'S FIRST DAY IN CAMP.**

Scouts Name \_\_\_\_\_ Unit # \_\_\_\_\_ Week/Session # \_\_\_\_\_

Fees Paid \$ \_\_\_\_\_ Amount of refund requested \$ \_\_\_\_\_

Reason for Refund Request (be specific) \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Please provide the following information to receive your refund:**

TROOPS (refund will be sent to Scoutmaster of record)	PACKS (refund can be sent to individual or pack)
<b>Name of Scoutmaster:</b> _____	<b>Name:</b> _____
<b>Address of Scoutmaster:</b> _____	<b>Address:</b> _____
<b>City:</b> _____ <b>State:</b> _____	<b>City:</b> _____ <b>State:</b> _____
<b>ZIP:</b> _____ <b>Phone:</b> _____	<b>ZIP:</b> _____ <b>Phone:</b> _____

I understand this request will be reviewed and, if approved, payment will be made to the person named above or the pack/troop leader as appropriate.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Do Not Write Below This Line

**FOR OFFICE USE ONLY**

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Amount of refund granted \$ \_\_\_\_\_

If no money granted, why? \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Date check request submitted: \_\_\_\_\_ Submitted by: \_\_\_\_\_